REQUIREMENTS FOR A SPECIAL EVENT
(Tents with an area of NOT MORE than 900 sq. ft.)

NOTE: A permit is NOT required, however, code compliance is mandatory.

EXITS:

1. Tents shall have one (1) side open or shall be provided with at least one (1) exit. *Note: Tents with an occupant load of more than 60 persons shall be provided with two (2) exits.*

2. Minimum size of an exit shall be 2 ft. 8 in. x 6 ft. 8 in. (810 mm x 2030 mm). *Note: The total required width of exits shall be based on 6.1 mm/person.*

3. Where more than one (1) exit is required, exits shall be placed remotely and separated by a distance of not less than one- half the diagonal dimension of the floor area.

FABRIC MATERIALS:

Every tent, tarpaulins and decorative materials used in connection with these structures shall conform to CAN/ULC - S109-M, "Standard for Flame Tests of Flame-Resistant Fabrics and Films" or an equal (ie. NFPA 701).

EMERGENCY LIGHTING:

If the occupant load of the tent exceeds 60 persons and the tent is illuminated by electric lighting, then emergency lighting must be provided for the main exit routes and aisleways.

EXIT SIGNS:

1. If the occupancy load of the tent exceeds 60 persons or if the lighting levels are below that which would provide easy identification of the exits, then exit signs must be provided over all exit doors.

2. The exit signs must be illuminated continuously while the tent is occupied. Exit sign illumination may be from either inside or outside of the sign.

MULTIPLE TENTS:

Tents shall not be erected closer than 10 feet (3 m) to other structures on the same property.

CLEARANCE TO FLAMMABLE MATERIALS:

The ground enclosed by a tent for not less than 10 ft. (3 m) outside of such structure shall be cleared of all flammable materials that will carry fire.

STRUCTURAL:

Structural drawing for a tent shall indicate pole size, method of tie down, tie down locations, etc.

FIRE DEPARTMENT REQUIREMENTS

ELECTRICAL:

Electrical cables on the ground, in areas used by the public in a tent, shall be placed in trenches or protected by covers to prevent damage by traffic.

COMBUSTIBLE MATERIALS:

Hay, straw, shavings, or similar combustible materials other than necessary for the daily feeding and care of animals shall not be permitted within a tent used for an assembly (public) occupancy, except that sawdust and shavings are permitted to be used if kept damp.

SMOKING AND OPEN FLAME DEVICES.

Smoking and open flame devices are not permitted in a tent **while it is occupied by the public.** "NO SMOKING" signs are to be posted. *Note: Open flame devices (char broilers, etc.) are permitted in a tent provided that only cooking/serving personnel are allowed in the tent.*

PROPANE TANKS:

Propane tanks/cylinders shall not be stored inside tents.

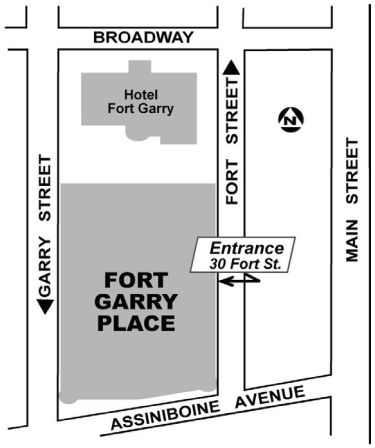
FIRE EXTINGUISHERS:

Each tent shall be provided with a minimum of one - Type 2A10 BC (Dry Chemical) extinguisher.

For more information on the Fire Department requirements please call 311

In-Person Customer Service Hours are:
Tuesday to Friday 8:30 am to 4:30 pm - All Zoning, Permits and Plan Examination services are available at Unit 31 – 30 Fort Street.

Mondays 8:30 am to 4:30 pm are reserved for telephone inquiries and completed application drop-offs. This enables Zoning and Permits staff to process building and development applications received throughout the week.



Every effort has been made to ensure the accuracy of the information contained in this publication. However, in the event of conflict between this publication and a City of Winnipeg By-law, the By-law will take precedence.

Winnipeg

For inquiries please contact:

Zoning and Permits Branch
PH: 204-986-5140
FAX: 204-986-6347

Plan Examination Branch
PH: 204-986-5268
FAX: 204-986-3045

or

311
Non-Emergency City Services
Winnipeg
at your service.

City of Winnipeg
Planning, Property and Development Department
Unit 83 - 30 Fort Street
WINNIPEG, Manitoba
R3C 4X7

www.winnipeg.ca/ppd

JUNE 2010

Winnipeg

PLANNING, PROPERTY AND DEVELOPMENT DEPARTMENT

Special Events with Small Tents

Building Code and Fire Department requirements for tents that are under 900 sq. ft.